

<p style="text-align: center;">CITY OF BEAVERTON Sign and Marking Technician</p>

General Summary

Perform a variety of semi-skilled and skilled manual labor in the installation and maintenance of traffic signs and street markings. Operate street marking equipment. Participate in the development and design of street signs. Set up traffic control and act as traffic flagger. Perform related work as required. May serve as crew lead at work sites.

Key Distinguishing Duties

Operate the 5D-Durastrip applicator or the 25D Airless Durastrip applicator to make traffic control signs.

Essential Functions

Depending upon assignment, the incumbent may perform a combination of some or all of the following duties, which are a representative sample of the level of work appropriate to this class.

1. Perform duties of lower level classifications as required.
2. Design and make traffic control signs, including adhering reflective sheets on sign blanks, applying graphics to sign using silk screening techniques. Make silk screens, including drawing and cutting out related graphics. Cut wood stencils.
3. Install, maintain, repair and replace traffic control signs on streets and bike paths.
4. Perform traffic marking maintenance. Operate and maintain a variety of traffic striping equipment/materials, including Durastrip applicator, stencils and hand-gun sprayer.
5. Set up traffic control for work sites. Perform flagging functions.
6. Complete proper paperwork using appropriate sign inventory coding. Track and document materials usage.
7. Clean and maintain equipment and work storage areas.
8. Layout and inspect contractor traffic marking designs.
9. Assist in notifying citizens of scheduled projects. Answer questions from public regarding projects.
10. Serve as crew lead at work sites. Provide leadership to crew and resolve site issues in absence of crew lead. Organize site approach. Maintain safe worksite.

11. Review and redline plans for upcoming projects. Inspect installations and communicate with City engineering, planning and project lead. Coordinate changes to design layout of traffic markings and signage independently.
12. Respond to emergency situations as needed.
13. Participate in section operational processes including procedure development and implementation.
14. Produce an acceptable quantity and quality of work that is completed within established timelines.
15. Provide excellence in internal and external customer service. Create a positive experience for customers through professional and courteous behavior and creative problem resolution.
16. Represent the City to the public in operational functions as required. Advance and protect the interests of the City and its citizens in all matters.
17. Develop safe work habits and follow all required safety policies, procedures and techniques. Contribute to safety of self, co-workers and the general public.
18. Participate in the City Emergency Management program including classes, training sessions and emergency events.
19. Follow standards as outlined in the Employee Handbook.
20. Support and respect diversity in the workplace.

Other Functions

1. Respond to citizen inquires and requests.
2. Provide direction to seasonal community service workers and Traffic Sign Technician I.
3. Perform related duties of a similar scope and nature.

Knowledge Required

- ◆ Advanced knowledge of safety practices and procedures related to traffic marking, traffic fabrication and flagging.
- ◆ Advanced knowledge of practices and techniques of traffic marking and traffic sign installation, maintenance, repair and replacement including paint types and traffic marking materials, geometric layout.
- ◆ Advanced knowledge of the Manual Uniform Traffic Control Devices.
- ◆ Advanced knowledge of sign fabrication including silk screen production methods and computer graphics.
- ◆ Advanced knowledge of the laws and regulations governing traffic marking and traffic signs.
- ◆ Basic knowledge of general construction practices.
- ◆ Advanced knowledge of basic arithmetic and mathematics principles.
- ◆ Working knowledge of English grammar, spelling and usage.

Skills/Abilities Required

- ◆ Advanced ability to read technical manuals, maps and equipment manuals.
- ◆ Expert ability to use hand tools and small equipment used in traffic marking and signage including striping machine, pavement marking tools and computer graphics cutter.
- ◆ Strong ability to maintain accurate records.
- ◆ Strong ability to participate on a team focused on producing high quality results.
- ◆ Strong ability to establish and maintain effective working relationships with employees, contractors, other agencies, public officials and the general public.
- ◆ Strong ability to apply excellent internal and external customer service skills.
- ◆ Strong ability to communicate effectively both orally and in writing with diverse customers, employees, contractors, other agencies, public officials and the general public.
- ◆ Strong ability to use a keyboard and word processing, spreadsheet programs or other application software as required for position.

Minimum Qualifications Required for Entry

High school diploma or GED and 4 years experience including 2 years in traffic marking and traffic sign fabrication, installation and maintenance, or an equivalent combination of education and experience enabling the incumbent to perform the essential functions of the position.

Licensing/Special Requirements

- ◆ Positions in this classification are required to possess a valid driver's license and the ability to meet the City's driving standards.
- ◆ Traffic flagger training required within three months of employment.
- ◆ CPR and First Aid certification within six months of employment.

Working Conditions

Occasional focus on a computer; daily precise control of fingers and hand movements; daily standing for prolonged periods; weekly lifting, moving and carrying of objects over 50 pounds; rare lifting up to 90 pounds; crouching, crawling, bending, kneeling, climbing or balancing; frequent work in all weather conditions and around traffic; occasional response to emergency conditions in off-hours; regular exposure to hazardous chemicals, fumes, vibrations and high noise levels; occasional attendance at meetings or activities outside of normal working hours; daily operation of a motor vehicle on public roads.

Classification History

As of 10/97: Traffic Sign Technician II

Revised: 1/98

New class specification title: 7/98: Sign and Marking Technician

New Classification: Sign and Marking Technician 2, 9/04

Revised: 11/04

New class specification title: 1/1/09 Sign and Marking Technician

Revised: 1/1/09

Status: SEIU

FLSA: Non-exempt

Department Head Signature

Human Resources Signature

Date

Date